

NO CHANGE in Class. ☐

Approved For Release 2001/03/30 : CIA-RDP57-00042A000200070006-5

Class. CHANGED TO: TS S

~~SECRET~~  
Security InformationPSO 949  
CAO 189/a

JAN 19 1953

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 23/3/78 611

MEMORANDUM FOR: Deputy Director (Administration)

THRU : Organization and Methods Service

SUBJECT : Real Estate and Construction Accountability  
ProcedureREFERENCE : Memorandum dated 19 November 1952 from Chief,  
PSO, to Chief, Admin. DD/P, subject as above

1. In order to insure uniform reporting of real estate matters and to include all information ordinarily needed for administrative purposes at Headquarters, Form \_\_\_\_\_ has been developed (Tab "A").

25X1A

3. Revision of Part VIII, Confidential Funds Regulations (Tab "C"), will be followed by revisions of \_\_\_\_\_ to place responsibility for Real Estate and Construction in Chief, Procurement and Supply Office. Upon approval the procedures as indicated in Tabs "A" and "B" will be incorporated in the revisions of \_\_\_\_\_ Part V. These revisions will fix responsibilities, establish definitions, and provide effective accountability procedure.

25X1A

25X1A

4. The procedure established by Tabs "A" and "B" is urgently needed. Simultaneous changes in Confidential Funds Regulations (Tab "C") are also necessary to conform with Tabs "A" and "B".

JAMES A. GARRISON  
Chief of Procurement and Supply

## Tabs:

"A" - Draft of Real Property Report

"B" - \_\_\_\_\_

"C" - Draft of proposed revision of Part VIII, Confidential  
Funds Regulation, with summary

25X1A

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Security Information

**CONCURRENCES:**

25X9A2

*for* [Redacted]  
Chief, DD/P - Admin.

16 Feb '53  
Date

Subject to my Memo -  
random dated 20  
February 1953 to  
Chief, P&SO

25X9A2

*19/*  
*Deputy* [Redacted]  
Comptroller

20 Feb '53  
Date

Auditor-in-Chief

Date

Chief, Organization and Methods

Date

**APPROVED:**

The attached material  
includes the change  
proposed by the  
Deputy Comptroller  
in memo of 20 February  
1953.

Deputy Director (Administration)

Date

NJM:ja - (15 Jan. 1953)

**Distribution:**

- Orig. & 1 - Addressee
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- 1 - P&SO Real Estate & Cons. File